

**OWEN COUNTY BUILDING DEPARTMENT**  
**812-829-5043**  
**CHECK LIST FOR RESIDENTIAL BUILDING PERMIT**

1. PLANS APPROVED BY PLANNING DEPARTMENT
2. PROPERTY MUST BE IN OWEN COUNTY JURISDICTION
3. MUST HAVE COPY OF SEPTIC APPROVAL
4. MUST HAVE COPY OF RECORDED DEED OR CONTRACT
5. MUST GET DRIVEWAY PERMIT, IF REQUIRED
6. NEED SITE PLAN AND A SET OF FLOOR PLANS ON 8 1/2" X 11" PAPER
7. NEED TAX IDENTIFICATION PARCEL NUMBER (FOUND ON TAX STATEMENT)
8. MUST PROVIDE GOOD DRIVING DIRECTIONS TO PROPERTY
9. TITLE FOR MOBILE HOME
10. MUST OBTAIN 911 ADDRESS
11. PROOF OF PAID PROPERTY TAXES
12. AFTER APPROVAL FROM PLANNING AND ZONING, ALL SPLITS AND SUBDIVISIONS. SURVEYING MUST BE APPROVED BY MAPPING DEPARTMENT